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1 || INTRODUCTION TO EASE

EASE (the Enhanced Applications Software Environment) is a special system designed to help you control your computer which uses Windows, Icons, and a Pointer. In this chapter you are introduced to these three types of object, to start you on your way to an effective use of EASE.

2 || INVESTIGATING ICONS

When you start EASE for the first time, you see:

- several icons (little pictures);
- one window (the title and version); and
- names in the menu bar.

In this chapter we concentrate on the icons: how you send messages, and the answers you receive.

3 || USING NAMES

The menu bar at the top of the desktop contains a series of names.

The only message EASE understands about names in the menu bar is "Select this name". Names can be selected, but they cannot be moved, and thus they stay in the menu bar. When a name is selected, a list (a menu) of options is provided. Each option is itself a name object, to which a message can be sent ("Select this name").

4 || CLEANING WINDOWS

The original start screen for EASE contains a window, which gives the name and origin of the system, with an "OK" box.

We will learn about windows in general by looking at this window and the disk directory window in particular. Different windows understand different types of message, and these two windows cover quite a range of different messages.

We also learn about file manipulation by studying the disk directory window.

5 ¦¦ SELECTING MENU NAMES

There are five names in the menu bar:

Desk — Various useful utilities (the program **Version**, a continually displayed **Clock**, a **Calculator**, and a **Notebook**) to help you organize your work, plus a **Format** option to get a disk ready for use.

Actions — This menu contains options you can use when you have selected a file from the directory: **Execute** a program, **Rename** a file, **Copy** a file, **Print** a text file, **Show** a text file on screen, and **Delete** a file.

View — All the option objects in this menu relate to the format of the display in the directory window, where there are three sets of objects:

- show **All** files or only **Executable** files;
- represent the files **By icons** or **By text**; and
- sort the files **By name** in alphabetic order, **By date** of creation, **By size** of file, or **By kind** as shown by the file extension.

Options — The objects in this menu relate to

- EASE itself, that is, change the nature of the EASE **Controls**, **Save desk** changes for the next session, and take a **Hard copy** of the screen; or
- calls to MSX-BASIC and MSX-DOS

Language — Gives an opportunity to change between language versions.

This chapter outlines the options available for each name, going left to right in the menu bar.

6 ¦¦ LANGUAGES

You can send one of the following messages, which cancels any previous message from this object:

English	"Change all names and text to English".
Espanol	"Change all names and text to Spanish".
Nederlands	"Change all names and text to Dutch".
Italiano	"Change all names and text to Italian".

7 ¦¦ DESK

The Desk object understands four messages (that is, there are four options).

Version	"What is the name of this program?". To send this message produces a window which shows the title, version, and originators of EASE.
Clock	"Show me the time in the menu bar, continually".
Calculator	When you ask for this option ("Show me the calculator") a window appears containing a calculator which can be operated by use of the pointer, or by use of the keyboard.
Notebook	This option ("Get me my notebook") enables you to note events and happenings in the past, present, and future. There are up to nine pages per day in the notebook, if you want to write that much...
Format	"Format a disk" allows you to format a disk, with four possible options concerning the nature of the disk.

8 ¦¦ VIEW

All the options in this menu are concerned with the directory window.

The next two options are exclusive, in that you choose one or the other.

All	All files in the directory are shown in the window.
Executable	Only executable files are shown.

The next two options are mutually exclusive.

By icons	The files in the directory window can be shown as icons. Send a message "Show me the files as icons" by use of this option.

By text The message this time is "Show me the files as they are shown in MSX-DOS". This is the easiest format to use for multiple file manipulation.

The files can be sorted in order of presentation for the directory in four mutually exclusive ways.

By name The message is "List the files by the main file name in alphabetical order, with a secondary sort on the file extension".

By date You tell EASE "List the files in the order in which they were created".

By size "Order the files by their size", and if there are any files of equal size (highly unlikely) then they are given in alpahabetical order.

By kind "Sort by the file extension, with a secondary sort on the main file name". The file extension usually gives the nature of a file, and so this option groups by file extension.

9 ¦¦ OPTIONS

The menu option objects for the **Options** name object can be separated into two sets.

The first set of objects are concerned with messages you send to EASE about itself.

Controls The message is "I want to change the ways in which EASE behaves". EASE replies by showing a window containing objects you can alter.

Save desk "When I start EASE next time, this is how I want the desktop to look". That is, you have made changes (by Controls) and have repositioned various windows -- you can save these changes for the next time.

Hard copy If you have a printer attached (and switched on) you can ask "Send a copy of the present screen to the printer". The response is to produce the copy (known in computer circles as a hard copy).

The next two options allow you to leave EASE.

MSX-BASIC	You tell EASE "I want to leave EASE to go to BASIC", and the BASIC system is loaded. To return to EASE from BASIC you send the command CALL SYSTEM, or the shorter form _SYSTEM.
MSX-DOS	You tell EASE "I want to leave EASE to go to MSX-DOS", and the MSX-DOS system is loaded. To return to EASE from MSX-DOS you send the command COMMAND or use CTRL C.

10 ¦¦ ACTIONS

These options relate to actions for a selected file.

Execute	The message is "Execute this program file". Only files with the file extension .COM, .OSP, .BAS, or .BAT (such as DESIPLUS.COM) can be executed.
Rename	When you select this object, the message is "Give this file a different name".
Copy	The message is "Make a copy of this file", and in response you are asked to tell EASE the new file name for the copy.
Print	When you select this object, the message is "Send this text file to the printer".
Show	When you select this object, the message is "Send this text file to the screen".
Delete	You ask "Delete this file" and, as with all file deletions, take care.

1 || INTRODUCTION TO EASE

EASE (the Enhanced Applications Software Environment) is a special system designed to help you control your computer.

EASE is an example of a modern way of operating computers which uses Windows, Icons, and a Pointer. In this chapter you are introduced to these three types of object, to start you on the way to the effective use of EASE.

POINTER

You control the computer by using a pointer (an arrow) to indicate an object on the screen, and then you send messages to the object.

You move the arrow pointer around the screen by holding down the CODE key (to the left of the space bar) at the same time as using the cursor keys. When you want to send a message to the computer, you hold down the CODE key at the same time as hitting the space bar. Hitting the space bar, while holding down the CODE key, will be called clicking the button in this manual.

If a Philips MSX Mouse is connected to either of the HAND CONTROL sockets, then you must use the mouse instead of the cursor keys to control the arrow pointer. If a mouse is connected, then you press the left button on the mouse to send a message. You will find a mouse is an excellent way to use EASE.

There are three main types of object in EASE to which you can send messages -- icons, names, and windows -- and an outline description of each type of object is given below.

ICONS

FIGURE 1-1 HERE

Icons are little pictures on the screen, where the icon picture helps you remember the object's function. Examples of icon objects are the Screen, Printer, Waste Basket, or Disk icons shown in Figure 1-1.

Move the pointer arrow on to an icon object. When you click the button, you send a message: "Select this object". Once an icon has been selected, the icon's colour changes and further messages can be sent (such as "Move this object").

When you move the pointer on to an object, we say that you are pointing to that object.

NAMES

Some objects are shown by name, such as those along the top line of the screen (on the menu bar). Examples of name objects are the **Desk**, **Actions**, **View**, **Options**, or **Language** names shown in Figure 1-1.

Move the arrow pointer to a name and click the button to "Select this object". One of two types of action can occur:

- the name is shown in white on black, and a new list of name objects appears (a menu); or
- a window appears containing further information.

WINDOWS

A window is an object which can moved (like an icon), but which contains information you can see (unlike an icon). An example of a window object is the **Version** window shown in Figure 1-1.

Different windows have different forms but all windows can be moved. All windows can be closed, by pointing to a special box in the window and clicking the button. Windows are produced as a result of sending a message to an icon or name object, and the basic desktop display does not contain any windows (see Figure 1-2).

FIGURE 1-2 HERE

The next three chapters introduce you to each of these types of object, starting in each case with the display you get when you switch on your computer with EASE.

2 || INVESTIGATING ICONS

In this chapter we will concentrate on the icons: how you send messages, and the answers you receive.

----->

Before you start investigating icons make sure that you are not using the original EASE master disk. Only use a copy of the EASE disk, and never use the original master, because it is possible to erase the contents of your disk by mistake while you are learning.

1. Close the write-protect tab on the EASE master disk.

2. Switch off your computer.

3. Insert the MSX-DOS system disk in drive A:, and switch on the computer.

4. Remove the system disk when the computer is ready (shown by the

   A>

   prompt on your screen.

5. Put a new blank disk in drive A:, and enter the command

   A>format

6. When the message

   Format complete

appears on the screen, take out the newly formatted disk, and put the write-protected EASE master disk in drive A:.

7. Enter this command

   A>copy *.* b:

to copy all the information from the EASE master disk to the blank formatted disk. When you are asked to

insert a disk B:, put the blank disk in the drive; and when you are asked to insert disk A:, put the EASE disk in the drive. If you have a two drive system then you will not need to swap disks in and out of the one drive.

Further details on formatting and copying are given in the MSX-DOS manual.

THE START SCREEN

FIGURE 2-1 HERE

In the basic start screen there are five main icons.

Disk A:	This represents the disk in drive A:, and is concerned with disk operations such as producing a directory of files on a disk.
Disk B:	This represents the disk in drive B:, even though you have only one disk drive. If you have one disk drive, then the usual disk drive name is A:, and your computer pretends there is an imaginary second drive (B:). For example, if you refer to drive B:, you are asked to insert disk B:, but the system pretends that drive A: is now drive B:. When, later, you refer to drive A: you are asked to put a disk in drive A:.
Screen	This icon represents the display on your monitor screen, and is concerned with screen operations.
Printer	This icon represents an MSX printer attached to your computer. If a printer is not attached, the icon has no function.
Waste Basket	This icon is used for operations which involve deletion or erasure.

All five icons are situated on what is known as the EASE desktop, where the desktop extends from the menu bar to the bottom border. You can move the icons to any position you wish on the desktop, and your first task is to move icons.

MOVING ICONS

Point to an icon on the desktop (any icon will do), and click to send a message. The message is "Select this icon", and the result is that the icon colour changes.

Keep the pointer on the icon, hold down the button, but do not click. A square appears at the position of the icon. Move the pointer. The square moves with the pointer arrow and, when the button is released, the icon moves to the position occupied by the square. In this case, your message is "Move this object".

Instead of pointing, clicking, and holding down the button, it is possible to point and hold down the button. The message this time is twofold: "Select and move this object". Try rearranging the desktop.

OPENING ICONS

FIGURE 2-2 HERE

Point to the screen icon, and click twice in rapid succession. The first click is a message to select the icon, and the second click sends the message "Open this icon". If nothing happens, the clicks were not close enough together. Try again, but click more quickly.

The system replies to the second click message by displaying a window, and within the window there is the information "Can't open this icon". The window contains a box in which there is "OK". (See Figure 2-2.) Send a message to the window object by pointing to the "OK" box and clicking: the window disappears.

If you try to open the screen, printer, or waste basket icons then you will get the same message from the system: "Can't open this window".

Open the disk A: icon by clicking twice. A little clock appears, which is a message from the system saying "Please wait, I am performing an operation". In a short while, the file directory window clears, and the display. When you open a disk icon, you see what is inside the disk, that is, you see the directory of files.

FIGURE 2-3 HERE

If you open the disk B: icon with a one drive system, you read a message which says "Insert disk in drive B:", with an "OK" box and a "Cancel" box. (See Figure 2-3.) Point to "OK", and click without changing the disk in the drive. The little clock tells you to wait, and then the directory window for drive B: appears. The directory for drive B: is exactly the same as the directory for drive A:, because we have not changed the disk.

If you have two disk drives, opening the disk B: icon means the directory of the second disk appears, which will be different from the directory of drive A:.

SUPERIMPOSING ICONS

Select the drive A: icon and move the icon square on top of the screen icon. Release the button, and the message you send is "Put this information on here".

The EASE response is to show a window which tells you to "Insert disk in drive A:" if you have a one drive system. For a two drive system, or a one drive system after you have sent an "OK" message in reply to the insert disk message, the little clock appears. The directory for drive A: appears yet again.

The information contained in the disk icon is the directory (which we found when we opened the icon). When you ask EASE to put the contents of the disk icon on the screen, EASE responds by showing the directory in a window on the desktop.

Move the screen icon on top of the waste basket icon, make sure the pointer is on the waste basket, and release the button. All the windows disappear -- the desktop is cleared, but the icons remain. If you put the printer icon on the waste basket nothing happens, because you cannot erase the printer.

-----> Do not put a disk icon on the waste basket, because that is how you erase all files on a disk.

Placing the waste basket on any icon has no effect -- the waste basket cannot be emptied on any other object.

If you have a printer connected, then put the screen on the printer, and you get a picture of the screen. If you put the disk on the printer, then you get a listing of the disk directory. Another way of producing an image of the screen on the printer is to hold down SHIFT CTRL and GRPH.

3 || USING NAMES

The menu bar at the top of the desktop contains a series of names, and the only message EASE understands about these names is "Select this name". Names can be selected, but they cannot be moved, and thus they stay in the menu bar.

When a name is selected, a list of options appears under the name (a pull-down menu). Each menu option is also a name object, and the message is "Select this name". The result of selecting an option name from a list depends on the option.

SELECTING NAMES

FIGURE 3-1 HERE

If you point to a name in the menu bar, and click, the name is shown reverse video (light on dark), and a pull-down menu of options appears. Figure 3-1 shows the result of selecting the left name **Desk** -- we assume you have RESET after the last chapter, to get a fresh start screen.

Moving the pointer on the menu means the option name is shown in reverse video when you point to the option (in Figure 3-1, **Calculator**). To deselect a name object move the pointer off the menu on to the desktop.

The names in the start screen are given in English, and so it is a good idea to change the language, so that the names are ones you recognize.

FIGURE 3-2 HERE

Point to the name **Language**, and click to send a select message. You will see a list of languages, with a tick against "English", as in Figure 3-2.

Move the pointer through the list until you reach the language you want, and click. The menu disappears, and all the names and text are changed to your language.

To keep the language change, so that you do not have alter the language every time you use EASE, select the name object **Options**, and ask for the option **Save desk** -- see the chapter on **Options** for complete details.

4 || CLEANING WINDOWS

We will learn about windows in general by looking specifically at the version and disk directory windows. Different windows understand different types of message, and these two windows cover quite a range of different messages.

VERSION WINDOW

The original start screen for EASE contains a version window, with an "OK" box.

FIGURE 4-1 HERE

Point anywhere in the window except the "OK" box and click, and the window jerks. Point anywhere except the box, hold down the button, move the pointer, and a rectangle the size of the icon moves with the arrow. Release the button, and the window moves to the new position shown by the rectangle.

Click in the "OK" box, and the window disappears.

There are two message areas in the version window:

- The "OK" box, which understands the message "Close this window"; and
- The remainder of the window area, which understands the message "Move this window, following the pointer".

To make the version window reappear, select the name **Desk**, and the option name **Version**. The window appears at the newly chosen location. If, however, the system is RESET, then the version window appears at its original position.

To keep the new position, you select the **Options** name with the **Save desk** option. If you RESET after activating the **Save desk** option, the next time you ask for the **Version** option from the **Desk** menu, the window will appear at the new position.

THE DIRECTORY WINDOW : MESSAGE AREAS

-----> Before you start investigating files and directories make sure that you are not using the original EASE master disk. Only use a copy of the EASE disk, and never use the

original master, because it is possible to erase the contents of your disk by mistake while you are learning.

Close the version window, and create a disk directory window by moving the disk A: icon on to the screen icon.

FIGURE 4-2 HERE

In the directory window there are nine message areas (as shown in Figure 4-2).

1. "Close this window".
2. "Move this window, following the pointer".
3. "Switch to the alternative window".
4. "Do nothing".
5. Various messages concerned with file selection.
6. "Move the display, to show files higher in the order".
7. "Move the display, to show files lower in the order".
8. "Move this window, following the pointer".
9. "Change the size of the window".

Message area 1

Point to this box and click to close the window. The window appears to shrink back inside the disk icon.

Send a message to the disk icon by a double click, or by placing the disk on the screen, and the directory window reappears, growing out of the disk. The size of the window, its format, and its location, are exactly the same as the previous directory window.

Message area 2

Point to this area, and hold down the button to send the message "Move this window, following the pointer". When you release the button, the window stops at the current location on the desktop.

Message area 3

Point to this box, and click. The complete desktop is filled with a directory window, covering the icons but still leaving the name objects on the menu bar for selection. You will discover that there are more files in your directory

than were visible in the other window. If you have many files, some files might still be hidden (see areas 5, 6, and 7).

Point and click in this box to return to the previous form of window.

Message area 4

This area is used to show the relative extent of the files displayed on screen. If the usage bar covers half of the area, for example, then half of the total files appear in message area 5.

Message area 5

The messages you can send are described in the next section (FILE MANAGEMENT). If you have two file directories on the desktop at the same time, one window may overlap the other. To see the window underneath, click in area 5 of the covered window.

Message area 6

This box has an upward pointing arrow, and can be used only if there is a space above the usage bar (message area 4). As you point and click, you go higher up the list of files in the directory.

Message area 7

This box has an downward pointing arrow, and can be used only if there is a space below the usage bar. As you point and click, you go lower down the list of files in the directory.

Message area 8

Point to this area, and hold down the button to send the message "Move this window, following the pointer". When you release the button, the window stops at the current location on the desktop.

Message area 9

Point to this box, and hold down the button to send the message "Change the size of this window". A rectangle appears and you move the pointer around to produce a new shaped window. When you release the button, the window changes to the new size. If you have made the window too small, EASE fits the window to a minimum height and/or width.

If you have asked for a full desktop directory, and you tell the window to resize, when you switch to the alternate window (area 3) the full desktop directory is produced.

FIGURE 4-3 HERE

To practice managing files:

- select the View name object in the menu bar, and select the By text option; and

- grow the disk directory window to a size such as that shown in Figure 4-3.

If you examine the message area 5 in Figure 4-3, you will see that the area has been subdivided into 3 subareas.

1. "Do nothing".

2. "Select the file to which I am pointing".

3. "Make a window to collect files together".

Message area 5.1

Pointing to this area, and clicking, has no effect. EASE does not understand any messages you send to this area, and there are no return messages.

Message area 5.2

Point to a file name in this area, and click. The file is shown in reverse video. You can send further messages to the selected file by use of the Actions name in the menu bar (see the chapter on Actions for more details.

Another message you can send to the file is a double click (as with the desktop icons). The double click means "Select and open this file". If the file contains a program such as DESIPLUS.COM, the Designer plus program, then to open the file is equivalent to executing the program.

FIGURE 4-4 HERE

Double click the DESIPLUS.COM file, and a clock appears to send the message "Wait while I am loading this program". Another window appears (see Figure 4-4), asking you to confirm your action. You do not want to execute Designer plus at the moment, so "Cancel" by clicking in the box.

FIGURE 4-5 HERE

Double click the HELLO file, and a window appears to tell you that you "Can't execute" (Figure 4-5). You are asked if you want to "Show" the file, "Print" the file, or "Cancel". Send the message "Show" to see what EASE has to say.

The start of the file is shown on screen, with three boxes at the bottom of the screen -- "Page", "Line", "Cancel". To see another line of text on the screen, click in the "Line" box; and, to see the next page of text, click in the "Page" box. Note that you can only move down through the text, you can never go back to the beginning. To exit from what you are shown in the HELLO file, point to the "Cancel" box, and click.

Message area 5.3

Point inside this area, and hold down the button. Keeping the button depressed, move the pointer into area 5.2. You can move the pointer down and to the right of the starting point, but not up nor to the left. A rectangle appears and, if you release the button, you select all the files covered by the rectangle. A file is selected even if partly enclosed by the rectangle.

FIGURE 4-6 HERE

For example, point to the space to the left of GOODBYE, press the button, and move the pointer to make a rectangle which partly covers GOODBYE and HELLO. Release the button, and both files are highlighted (see Figure 4-6). Point inside the highlighted rectangle, and press the button. Keep the button depressed and move the pointer to the screen icon (a rectangle, the shape of the selected files, moves with the pointer). Release the button.

The first file in the list is shown on the screen, together with the three boxes ("Page", "Line", and "Cancel"). When you "Cancel", the next file is shown on screen. The sequence continues until all the files are shown.

Moving the multiple files pointer to the printer icon and releasing the button means that the files are printed, if a printer is connected. All selected files are printed, and if there is no printer connected (or not switched on) you are told one is needed. Either connect a printer, and click in the "OK" box, or click in "Cancel".

-----> If you move the multiple files pointer to the waste basket icon, then all selected files are erased. You are asked to confirm your action, but still BEWARE.

Finally, you can copy multiple files.

- If you double click in the multiple files window, nothing happens. Click in the multiple files window; move the window so that it overlaps the original window; and click again. The message is "Make a copy of each of these files on the disk in this drive". Normally the copies have the same name as the old files, with the <u>file extension</u> being changed to .BAK.

FIGURE 4-7 HERE

The file extension is the part of the file name after the period, for example:

* The file extension for DESIPLUS.COM is .COM, so the name of the copy will be DESIPLUS.BAK; and

* HELLO has no file extension (in fact, it is the period (.) by itself), so the new file is HELLO.BAK .

It is possible to change the name of the copy, when asked to confirm, so click at the start of the new name area (see Figure 4-7), and type the new name at the keyboard.

- If you are using drive A:, then move the multiple files pointer to the disk drive A: icon. You are sending the message "Make a copy of each of these files on the disk in this drive". This is the same message as before, and the results are the same as before (see Figure 4-7). If you are using drive B:, then move the rectangle to the drive B: icon.

- If you are using drive A: and move the multiple files pointer to the drive B: icon, you send the message "Make a copy of each of the files on A:, on the disk in drive B:". As you are copying from drive A: to drive B: then the names of the files need not be changed. It is still possible to change the file names, by entering a new name at the appropriate place. The actual procedure will vary depending on whether you have one or more drives with your computer.

5 || SELECTING MENU NAMES

There are five names in the menu bar: **Desk, Actions, View, Options,** and **Language.** This chapter will outline the options available for each name, going left to right in the menu bar.

DESK

The Desk object understands five messages (that is, there are five options).

Version "What is this program?" produces a window which shows the present version of EASE.

Clock If the time is not displayed in the menu bar, the message is "Show the time". If the time are displayed, the message is "Hide the time".

Calculator When you ask for this option ("Show me the calculator") a window appears containing a calculator which can be operated by use of the pointer, or by use of the keyboard.

Notebook This option ("Get me the notebook") enables you to note events and happenings in the past, present, and future. There are up to nine pages per day in the notebook, if you want to write that much...

Format "Format a disk" allows you to format a disk, with four possible options concerning the nature of the disk.

ACTIONS

When a file has been selected in the disk directory window, the **Actions** object understands various messages about the selected file. You have to confirm your message (unless the **Confirm** box of **Options Controls** is set to "NOT CONFIRM"), and you are told if EASE thinks you have made a mistake.

Most of these menu options are self-explanatory.

Execute The message is "Execute this program file". Only files with the file extension .COM, .OSP, .BAS, or .BAT (such as DESIPLUS.COM) can be executed. See the MSX-DOS

manual for details of executable files.

Rename When you select this object, the message is "Give this file a different name".

Copy The message is "Make a copy of this file", and in response you are asked to tell EASE the new file name for the copy.

Print When you select this object, the message is supposed to be "Send this text file to the printer". If the file is not a text file, but a compiled executable program (.COM) file then the file will be printed, but the printed output will not make sense -- you may even make the printer become inoperative.

Show When you select this object, the message is supposed to be "Send this text file to the screen". If the file is not a text file, but a program (.COM) file then the file will be displayed, but the display will not make sense.

Delete You ask "Delete this file" and, as with all file deletions, take care.

VIEW

All the options in this menu are concerned with form of the display in the directory window.

The next two options are exclusive, in that you choose one option or the other.

All All files are shown on the directory display.

Executable On executable files are shown on the display.

The next two options are mutually exclusive.

By icons The files in the directory can be shown as little pictures (icons) where each type of file has a different type of shape. If you want this type of display, then send a message "Show me the files as icons" by use of this option. Multiple file selection is made far more difficult with icons, so for multiple file manipulation choose to View By text.

By text The message this time is "Show me the files as they are displayed by MSX-DOS". We used this format to illustrate

the different message areas for the directory window (Chapter 4). This is the easiest format to use for multiple file manipulation.

The files can be sorted in order of presentation for the directory in four mutually exclusive ways.

By name The message is "List the files by the main file name in alphabetical order, with a secondary sort on the file extension".

By date You tell EASE "List the files in the order in which they were created".

By size "Order the files by their size", and if there are any files of equal size (highly unlikely) then they are given in alpahabetical order.

By kind "Sort by the file extension, with a secondary sort on the main file name". The file extension usually gives the nature of a file, and so this option groups by file extension.

OPTIONS

The menu option objects for the Options name object can be separated into two sets.

The first set of objects are concerned with messages you send to EASE about itself.

Controls The message is "I want to change the ways in which EASE behaves". EASE replies with a window containing objects you can alter. You can change the date and time, set an alarm, change the responsiveness of the cursor keys or mouse, alter the colours on screen, and determine whether you are asked to confirm your actions.

Save desk "When I start EASE next time, this is how I want the desktop to look". If you have made changes (by Controls), and have repositioned various windows, you can save these changes for the next time.

Hard copy If you have a printer connected (and switched on) you can ask "Send a copy of the present screen to the printer". The response to produce the copy (known in computer circles as a hard copy). It is possible also to produce a

hard copy by pressing the SHIFT CTRL and GRPH keys simultabeously.

The next two options allow you to leave EASE.

MSX-BASIC You tell EASE "I want to leave EASE to go to BASIC", and the BASIC system is loaded. To return to EASE from BASIC you send the command CALL SYSTEM, or the shorter form _SYSTEM.

MSX-DOS You tell EASE "I want to leave EASE to go to MSX-DOS", and the MSX-DOS system is loaded. To return to EASE from MSX-DOS you send the command COMMAND.

LANGUAGE

You can send one of the following messages, which cancels any previous message from this object:

English "Change all names and text to English".

Espanol "Change all names and text to Spanish".

Nederlands "Change all names and text to Dutch".

Italiano "Change all names and text to Italian".

THE NAME OBJECTS

The order of the chapters for the name objects does not follow the order as given in the menu bar. The chapters follow an order based on the needs of a person meeting EASE for the first time. The chapters are:

Chapter 6	**Language**
Chapter 7	**Desk**
Chapter 8	**View**
Chapter 9	**Options**
Chapter 10	**Actions**

6 || LANGUAGE

You can send one of the following messages, which cancels any previous message from this object:

English	"Change all names and text to English".
Espanol	"Change all names and text to Spanish".
Nederlands	"Change all names and text to Dutch".
Italiano	"Change all names and text to Italian".

CHANGING LANGUAGES

FIGURE 6-1 HERE

When you ask for the **Languages** object, by pointing to **Languages** in the menu bar and clicking, a menu of objects appears with a tick against a language option. In the case of Figure 6-1, the tick against **English** means that the screen output is currently in English.

To change the screen output to a different language, go through the list and click when you have reached the appropriate language. EASE is designed in such a sensible and consistent way that it is easy to change between languages -- you have only to change the names and the messages.

Your first action when you are getting ready to use EASE should be to change the language.

7 || DESK

The Desk object understands five messages (that is, there are five options).

FIGURE 7-1 HERE

You select the name and send a message by pointing and clicking: the reply is the menu shown in Figure 7-1.

VERSION

Selecting this object produces the title window. Close the window by clicking in "OK".

CLOCK

Selecting this option means that the time is shown in the menu bar. The time changes every second, and the menu bar will show the continually changing time. To remove the time display from the menu bar, reselect this option.

CALCULATOR

FIGURE 7-2 HERE

You ask for the EASE calculator with this option, and a window appears with the calculator (see Figure 7-2). The box at the top left is where you send the message "Close this window".

Note that the contents of the calculator memory carry over from one call to another, within the same session. This means that you can ask for the calculator, make a calculation, save the result in memory, and exit the window. Next time you ask for the calculator, the same value is stored in the memory. If you exit EASE, then you lose the value -- unless you Save desk.

The keys on the calculator can be activated by pointing and clicking, or by entering information at the keyboard. There are obvious equivalences between the screen calculator keys and the keyboard keys: for example, + on the window calculator is the same as + on the keyboard, but there are a few differences:

WINDOW	KEYBOARD
Mi	I (Store in memory)
M=	? (Display memory)
M-	_ (Subtract from memory [underscore])
M+	M (Add to memory)
+/-	TAB (Change sign)

Here is a sequence of specimen operations:

Action\Message	Result
879 + 65 =	944
74 * 23 =	1702
900 / 85 =	10.5882353
45 - 13 =	32
89 +/-	-89
2.5 e 5	250000
0 Mi	[initialize memory to 0]
3 M- 9 M+ M=	6
.23	0.23
50 % 5	2.5
100 % 5 =	5
100 % 5 +	105
100 % 5 -	95
2 * *	[constant set to * 2]
7 =	14 [7 * 2]

9 =	18 [9 * 2]
2 / /	[constant set to / 2]
8 =	4 [8 / 2]

The calculator is available in all the desktop options.

NOTEBOOK

FIGURE 7-3 HERE

When you select this object, a window appears such as that shown in Figure 7-3. The notebook is open at the last entry you made.

In addition to the "Move window" message area (the area which says "Notebook"), there are four main message areas (as shown in Figure 7-3).

1. "Close the notebook".
2. "Enter some text".
3. "Choose a day".
4. "Arrange the notebook desktop".

Message area 1

There is only one message which can be sent to this box, that is, "Close the notebook". Once the message has been sent, EASE will ask you to confirm that you want to keep any text not yet saved, and then exit.

Message area 2

This area has a page number at the bottom (in Figure 7-3, we are at page number -1-).

The largest part of message area 2 is that shown as area 2.1 in Figure 7-3. Point and click at some place in this area, and a dark blob appears. You can type in text at the keyboard, and the text will appear in this area, starting at the blob.

In the bottom right hand corner of the area there is a different coloured shape, which looks like the turned over edge of a page (area 2.2 in Figure 7-3). If you send a message to this shape (point and click), you are shown the next page.

If you want to see the previous page, send a message to the triangle which is in the bottom left hand corner of the message area (area 2.3).

You set the notebook date by sending messages to areas 3 or 4.

Message area 3

This area is used to send messages to, and receive messages from, EASE dates. All days for which you have made a notebook entry are shown in reverse video, and the current date for the page on screen is ticked. The current month and year are shown in message area 4.

In Figure 7-3 the current month is January 1990, there are entries for 26 and 27, and the current page shows an entry for 29 January 1990. You change the month in the same way as you change a notebook page, by sending messages to the two areas in the bottom right corner.

Message area 4

In this area there is one box, in which you can enter a new month and year (faster than flipping through the months using area 3). The name of the new month is shown under the numerical month and year.

There are three icons under the box and month.

Printer	"Make a copy of the notebook page on the printer".
Calculator	"I want to use the EASE calculator".
Disk	"Copy this notebook entry to disk".

If you exit the notebook in a normal manner, or if you change days, the day's entry is saved. More advanced users can use the file save facility for preparing text files (for example, .BAT files -- see the MSX-DOS manual). If you are preparing a text file using this facility, you will have also to change the file name.

It is worth noting the way in which the name of the file for the 29 January 1990 is given: the name is the international form of the date, that is, 90-01-29. (The dates for the notebook extend from 1950 to 2049).

FORMAT

----->

Remove the disk from drive A: before you experiment with this option, otherwise you may erase your disk by mistake.

Formatting completely erases all the files on a disk, and prepares the disk for your data.

When you ask EASE to format a disk, EASE needs to know whether your disk is single sided (0.5 M byte) or double sided (1.0 M byte), and in which drive you have placed the disk.

Probably you have a single sided disk in drive A: -- and this is the default for EASE. If, however, your computer has two drives, and/or has provision for double sided disks, you will have to select the appropriate box. If in doubt, you can "Cancel".

8 || VIEW

All the options in this menu are concerned with the format of the display in the directory window.

FIGURE 8-1 HERE

Note that, unless you set the option **All**, then you can view only **Executable** files.

ALL

All files in the disk directory are shown.

EXECUTABLE

Only **Executable** files are shown in the disk directory (this is the default form).

BY ICONS

FIGURE 8-2 HERE

"Display the directory of files in the form of icons" (this is the default form). There are three types of iconic display of files:

- Executable programs (.COM, .BAS, .OSP, and .BAT);
- System programs (.SYS); and
- All other files.

These files are illustrated in Figure 8-2. For file manipulation, viewing **By text** is simpler, as experimentation with both forms will reveal.

BY TEXT

"Display the directory of files in the normal form as used in MSX-DOS". The directory window using the presentation **By text** was used previously in the chapter about windows.

BY NAME

"Display the file names in alphabetical order of main file names". The files are sorted first by the main file name (before the period), and then by file extension (after the period).

BY DATE

"Display the file names in the order of the file's creation".

BY SIZE

"Display the file names in the order of file size".

BY KIND

FIGURE 8-3 HERE

"Display the files by alphabetical order of file extensions" (this is the default form). The files are sorted first by the file extension (after the period), and then by main file name (before the period) -- see Figure 8-3 for an example of sorting **By kind** and viewing **By icon**.

9 || OPTIONS

The menu option objects for the Options name object can be separated into two sets.

FIGURE 9-1 HERE

The first set of objects are concerned with messages you send to EASE about itself, and the final two options allow you to leave EASE.

CONTROLS

FIGURE 9-2 HERE

There is a wide of controls (plus the exit box) available for you to change, to customize your version of EASE.

1. Changing colours;
2. Changing the date;
3. Changing the time;
4. Setting the alarm;
5. Setting mouse response;
6. Establishing if EASE asks you to confirm disk operations; and
7. Changing the border colour.

Once you have made changes it is as well to use another Options facility, that is, Save desk to keep these changes for the next session.

Message area 1

At the side of this area there are four squares, and one square is surrounded by another border. This is the colour you can currently change. To change another colour, select the corresponding square.

The three bars define different quantities of the primary colours of light (that is, red, green, and blue): clicking at certain position on a bar sets the intensity of that colour. Experiment to find a pleasing combination.

Message area 2

If you point in this area and click, you can alter the current date: you ask EASE to accept the new date by hitting the return key on the keyboard.

Message area 3

If you point in this area and click, you can alter the current time: you ask EASE to accept the new time by hitting the return key on the keyboard.

Message area 4

You set the new alarm time, as for area 3, and then you select the bell icon to switch on the alarm. To switch off the alarm, you have to return to this window. Note that the computer has to be on for the alarm to sound.

Message area 5

It is possible to alter the responsiveness of the keys or the mouse in two aspects:

- the sensity of the cursor keys or mouse (the left bar); and
- the speed at which you have to double click using the space bar or left mouse button (the right bar).

Experiment until you find comfortable settings.

Message area 6

This box switches from "CONFIRM" to "NOT CONFIRM", and EASE either asks you to confirm disk operations or does not ask you to confirm.

Message area 7

This box allows you to change the "Border" to any of the four colours.

SAVE DESK

This option allows you to save aspects of EASE for the next session:

- The number of open windows;
- The colours;
- The dimensions and positions of all windows;

- Whether the clock is active, and the alarm setting;
- The extent of the directory;
- The mouse settings;
- The language;
- The view format; and
- The positions of the icons.

Certain aspects are saved without need to be set by the desktop (for example, the diary entries).

HARD COPY

"Put a copy of the screen on the printer", and another way of making a hard copy is to use the printer icon (explained earlier when we looked at icons). A further way of producing a hard copy is to press SHIFT CTRL and GRPH simultaneously.

MSX-BASIC

This exits EASE to go to BASIC. To return to EASE enter the commands CALL SYSTEM or _SYSTEM when in BASIC.

MSX-DOS

This exits EASE to go to DOS. To return to EASE enter the command COMMAND or hit CTRL C when in DOS.

10 || ACTIONS

Most of these menu options are self-explanatory, and match the equivalent function for the disk directory window as described in the chapter on Cleaning windows.

FIGURE 10-1 HERE

Before any of the options become active, you have to select a file from the directory window -- see Cleaning windows for directions on how to select a file.

EXECUTE

The message is "Execute this program file". Only files with the file extension .COM, .OSP, .BAS, or .BAT (such as DESIPLUS.COM) can be executed.

You are asked to provide the necessary program parameters (a parameter list), a facility not generally required. If there are no parameters then click in "OK", otherwise point to the parameter field, click, enter the appropriate names, and press RETURN. A double click on Execute executes without parameters.

If the file cannot be executed, EASE assumes you have a text file, and you are asked to "Show", "Print", or "Cancel".

RENAME

When you select this object, the message is "Give this file a different name". You need to enter the "New name" in the appropriate field (and "OK"), or "Cancel". Selecting the "OK" box without changing the name means that the window reappears. The only way to exit without changing the name is to select "Cancel".

COPY

The message is "Make a copy of this file", and in response you are asked for the new file name of the copy. If you have made a mistake, it is possible to "Cancel".

PRINT

When you select this object, the message is "Send this text file to the printer". If the file is not a text file, but a program file (such as DESIPLUS.COM) then the file will be printed but, however, the printed output will not make sense -- you may even make the printer inoperative.

SHOW

When you select this object, the message is "Show this text file on the screen". If the file is not a text file, but a program file (such as DESIPLUS.COM) then the file will be shown but, however, the display will not make sense.

DELETE

You ask "Delete this file" and, as with all file deletions, take care. If the **Confirm** box is set to "CONFIRM"in the **Options** feature **Controls**, then you are asked to confirm your actions before the file is physically deleted.